

**The rest of US.**



**Visions Meeting & Event Management** – offers a wide range of services customized to fit corporate event needs. Full

service expertise is provided from site selection to on-site management. Visions will coordinate special corporate events from beginning to end ensuring all the elements are integrated flawlessly by knowledgeable professionals. Visions offers meeting management services nationwide.

**Phone: 907-786-0130**  
999 East Tudor Road, Ste. 200  
Anchorage, AK 99503  
[www.visionsak.com](http://www.visionsak.com)



**AFS – (Air Fulfillment Services)** has established strong relationships with

leading technology providers in the travel industry. These strategic partnerships provide AFS with a fully integrated technological solution that keeps our company at the forefront of developments in the management of group-air and related travel services.

**Phone: 877-511-7778 • Fax: 877-807-8238**  
[www.airfulfillment.com/](http://www.airfulfillment.com/)



**USTRavel Vacation** – Doug Fox Travel & Cruise, USTRavel Vacation has over 65 years of

experience in the leisure travel industry. Cruise specialists and experienced agents will bring their expertise to all aspects of leisure travel.

**Phone: 206-674-4400 • Fax: 206-674-4444**  
5963 Corson Avenue South, Ste 156  
Seattle, WA 98108  
[www.ustravel.us](http://www.ustravel.us)



**Explore Tours** – specializing in Alaska and Pacific Northwest Adventure travel. Individual or group travel, Explore Tours can customize an adventure of a lifetime.

**Toll Free Phone: 800-523-7405**  
**Main Phone: 907-786-0192 • Fax: 907-563-8159**  
999 East Tudor Road, Suite 200  
Anchorage, Alaska 99503 USA  
[www.exploretours.com](http://www.exploretours.com)

## Alaska Locations

### Main

999 East Tudor Rd, Ste 200  
Anchorage, AK 99503  
Phone: 907-561-2434  
Fax: 907-786-0180

### Dutch Harbor

PO Box 920627  
Dutch Harbor, AK 99692  
Phone: 907-581-3133  
Fax: 907-581-2344

### Fairbanks

29 College Rd, Suite 1  
Fairbanks, AK 99701  
Phone: 907-452-8992  
Fax: 907-452-5765

### Ketchikan

500 Mission St Suite 2  
Ketchikan, AK 99901  
Phone: 907-228-8900  
Fax: 907-247-2121

### Kodiak

340 Mission Road  
Kodiak, AK 99615  
Phone: 907-486-3232  
Fax: 907-486-4272

### Prudhoe Bay

Pouch 340118  
Prudhoe Bay, AK 99734  
Phone: 907-659-2502  
Fax: 907-659-2514

## Pacific Northwest Locations

### Bellevue

10630 NE 8th Street  
Bellevue, WA 98004  
Phone: 425-455-4077  
Fax: 425-455-5260

### Bremerton

409 Pacific Avenue, Ste 202  
Bremerton, WA 98337  
Phone: 360-479-2300  
Fax: 360-479-1413

### Federal Way

1836 South Commons  
Federal Way, WA 98003  
Phone: 253-839-7811  
Fax: 253-941-1853

### Olympia

625 Black Lake Blvd. Ste 373  
Olympia, WA 98502  
Phone: 360-943-6666  
Fax: 360-956-9773

### Seattle Main

5963 Corson Ave. S., Ste 156  
Seattle, WA 98108  
Phone: 206-674-4400  
Fax: 206-674-4444

### Seattle North

11319 Pinehurst Way NE  
Seattle, WA 98125  
Phone: 206-365-7100  
Fax: 206-367-4187

### Spokane

14700 E Indiana Ste 1085  
Spokane, WA 99216  
Phone: 509-252-9675  
Fax: 509-252-9688

### Tacoma

4020 South Steele Street,  
Ste 101  
Tacoma, WA 98409  
Phone: 253-472-9681  
Fax: 253-474-4400

### Woodinville

14180 NE Woodinville-Duvall  
Road  
Woodinville, WA 98072  
Phone: 425-402-0373  
Fax: 425-402-0576

# USTRAVEL

# 35%

savings on average by  
doing business with  
**USTravel**

**Relax you're with US**



## Save time and money.

USTravel is a full service travel management company. We work with corporations of all sizes in addition to state governments and federal agencies to manage travel expenses and the booking of their travel.

### For the Travel Manager

Is travel just one more function of your job? Whether it is a full time duty or an added one, we could all use an extra hour in the day. We can give you back the hours you need to get things done.

We help you streamline your company's travel procedures to track and control company spend without sacrificing the comfort of your employees.

- **Corporate Travel Policy Procedures**  
*Ensure that travel policies and approvals have full compliance*
- **Integrated Technology**  
*The latest in technology that is designed to integrate into your systems*
- **Real time Travel Spend Reporting**  
*iBank and Databasics to track individual travel expense and reports for tracking travel spend*
- **Globally negotiated supplier programs**  
*Affiliate of mega travel agency to negotiate better prices on air, hotel and car rental*
- **Unused Ticket Tracking**  
*Unused tickets are tracked and used against the price of future ticketed air travel*
- **30 Search Engines**  
*Unbiased support of self booking technologies*



## With US, it's all about you.

### For the Traveler

USTravel has a level of customer service that is known and trusted. Becoming a corporate client means that you are more than a number. Personalized service and a designated travel team are there for you 24/7 to ensure your comfort.

- **On Line Booking**  
*Technology working to find you the best price*
- **Agent Assisted Booking**  
*Designated travel management team*
- **24 Hour Service**  
*24 hr. live agent assistance*
- **Parking**  
*Discounts in Seattle, Spokane, and Anchorage*
- **Hotel Program**  
*Over 35,000 properties world wide*
- **Limo and Charter Services**  
*Domestic and international rail, air, and limo services*
- **Corporate Vacations**  
*USTravel can book your play time*
- **Visa and Passport Services**  
*Assistance with all government documentation*
- **USTravel Newsletter**  
*Information on specials, promotions and travel advisories*



## Company Profile

### USTravel

With over 25 years of experience in State and Federal government travel, USTravel can find solutions to fit any size government entity. Excellent customer service, account management, and technology are the cornerstones to USTravel's continued success.

USTravel was recently ranked number 16 as a leading independent travel management company by Business Travel News. The company has also been recognized by Inc. 5000 as one of America's fastest growing privately-owned enterprises.



- Privately owned
- Regional Headquarters located in Seattle, Washington
- Corporate Headquarters in Anchorage, Alaska
- Largest private travel management company in the Pacific Northwest
- 15 branch locations throughout the Pacific Northwest
- 165 employees company wide
- 90% corporate and government travel
- 10% vacation travel
- Global reach through corporate affiliation

<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> OFFEROR TO COMPLETE BLOCKS 17 & 30				1. REQUISITION NO.		PAGE 1 OF 4	
2. CONTRACT NO. <b>GS-33F-0016R</b>		3. AWARD/EFFECTIVE DATE 12/17/2004		4. ORDER NO. N/A		5. SOLICITATION NUMBER FBGT-RK-040001-B	
6. SOLICITATION ISSUE DATE 03/24/04		8. OFFER DUE DATE/LOCAL TIME N/A - Open Continuously		b. TELEPHONE NO. (No collect calls) 703.605-5616			
9. ISSUED BY GSA/FSS/FBG 1901 S. Bell St., Room 812 Arlington, VA 22202 SUBMIT OFFERS TO: GSA, FSS, FBG				10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR SMALL BUSINESS <input type="checkbox"/> SMALL DISADV. BUSINESS <input type="checkbox"/> 8(A) SIC: Various		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED X SEE SCHEDULE <input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) 13b. RATING 14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input checked="" type="checkbox"/> RFP	
15. DELIVER TO AS SHOWN ON INDIVIDUAL DELIVERY/TASK ORDERS				16. ADMINISTERED BY <b>SEE BLOCK 9</b>			
17a. CONTRACTOR/ OFFEROR US Travel Alaska, LLC. 1415 East Tudor Road, STE 102 Anchorage, AK 99507 ARC/IATAN #02591746 Telephone No. <b>907-561-2434</b>				18a. PAYMENT WILL BE MADE BY AS SHOWN ON INDIVIDUAL DELIVERY/TASK ORDERS			
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER				18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	Travel Services Solutions SIN 599-2, Travel Agent Services/Travel Management Center Services  SIN 500-1000, Contract Support Items						
25. ACCOUNTING AND APPROPRIATION DATA						26. TOTAL AWARD AMOUNT (For Govt. Use Only)	
<input checked="" type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA <input checked="" type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED. <input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED.							
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u>2</u> COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.				29. AWARD OF CONTRACT: REFERENCE OFFER DATED _____ YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
30a. SIGNATURE OF OFFEROR/CONTRACTOR <i>Mark Eliason</i>				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) <i>Brenda E. Samuels</i>			
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT) <b>Mark Eliason</b>		30c. DATE SIGNED <b>12/17/04</b>		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) <b>Brenda E. Samuels</b>		31c. DATE SIGNED <b>12/17/04</b>	
32a. QUANTITY IN COLUMN 21 HAS BEEN <input type="checkbox"/> RECEIVED <input type="checkbox"/> INSPECTED <input type="checkbox"/> ACCEPTED AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED				33. SHIP NUMBER <input type="checkbox"/> PARTIAL		34. VOUCHER NUMBER	
32b. SIGNATURE OF AUTHORIZED GOVT REPRESENTATIVE				36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/>		35. AMOUNT VERIFIED CORRECT FOR	
32c. DATE				38. S/R ACCOUNT NO.		37. CHECK NUMBER	
41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT				39. S/R VOUCHER NO.		40. PAID BY	
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		41c. DATE		42a. RECEIVED BY (Print)			
				42b. RECEIVED AT (Location)			
				42c. DATE REC'D (YY/MM/DD)		42d. TOTAL CONTAINERS	

FOR LOCAL REPRODUCTION

SEE REVERSE FOR OMB CONTROL

STANDARD FORM 1449 (10-95)

Computer Generated

NUMBER AND PAPERWORK BURDEN STATEMENT

Prescribed by GSA - FAR (48 CFR) 53.2



**ATTACHMENT 6 – COVER PAGE TO OFFER**

**Offeror's Name** (include a Doing Business As (DBA) if applicable):

**USTRAVEL ALASKA LLC**

**Offeror's Address: 1415 East Tudor Road, Ste. 102, Anchorage, AK 99507**

**Business Size/Designation** (check one):

☐ 8(a)

☐ Small Disadvantaged

☐ Small Business

☐ Woman Owned Small Business

☐ Veteran Owned Small Business

☐ Service Disabled Veteran Owned Small Business

☒ Large Business

☐ Woman Owned Large Business

**DUNS Number: 931280069**

**TIN Number: 911834038**

**Each Authorized Negotiator's Name, Title, Phone and Fax Numbers, and E-mail Address:**

**Mark Eliason**

**President/Owner**

**Phone: 907-561-2434**

**Fax: 907-786-0180**

**Email: meliason@ustravelak.com**

**Theresa Imlach**

**Vice-President of Account Management**

**Phone: 907-786-0116**

**Fax: 907-786-0180**

**Email: timlach@ustravelak.com**

**Security Clearances:**

☐ The contractor has personnel with current security clearances or has personnel with inactive clearances eligible for reinstatement.

☒ The contractor has no personnel with security clearances (current or inactive)

**Please check the appropriate NAICS/SIC code below:**

**NAICS 541618** ☐

**NAICS 541510** ☒

**NAICS 561599** ☒

**Special Item Number(s) (SINs) Offering** (check all that apply):

☐ SIN 599-1

☒ SIN 599-2

☐ SIN 599-99

**Aggregate Estimated Annual Sales Under the Resultant Contract** (in dollars): **\$16 million**

**Basis for Estimated Annual Sales:** USTravel currently handles approximately 8 million dollars in Federal Business in Alaska. We plan to at minimum double that volume under the new Travel Solutions Solicitation by expanding our services in the Pacific Northwest region where we currently have staffed full service locations.

***CERTIFICATION***

I hereby certify that I have not made any changes to the terms and conditions of the Request For Proposal Number **FBGT-RK-040001-B, Refresh 1**, and I represent, to the best of my knowledge and belief, that the information included in my offer is complete, accurate, and true.

A handwritten signature in black ink that reads "Mark Eliason".

**Signature**

**Printed Name: Mark Eliason**

**Email Address: meliason@ustravelak.com**

**7-24-04**

**Date**

**Title: President/Owner**

**Phone: 907-561-2434**



## Customer Information:

### 1a. AWARDED SPECIAL ITEM NUMBERS:

SIN 599-2 Travel Agent Services & Travel Management Center Services, and SIN 599-1000 Contract Support Items.

Section III

USTravel Pricing SIN 599-2

Solicitation No. FBGT-RK-040001-B

SIN	Description	Transaction Type	Transaction Unit Price
599-2	<b>Self Service Domestic w/Air and/or Rail Travel</b> On-line Booking Tool, Light Touch (With lodging and/or car rental)	Trans. A	\$7.50
599-2	<b>Self Service International w/Air and/or Rail Travel</b> On-line Booking Tool, Light Touch (With lodging and/or car rental)	Trans. A	\$7.50
599-2	<b>Self Service Domestic w/Air and/or Rail Travel</b> On-line Booking Tool, Light Touch (With lodging and/or car rental)	Trans. B	\$7.50
599-2	<b>Self Service International w/Air and/or Rail Travel</b> On-line Booking Tool, Light Touch (With lodging and/or car rental)	Trans. B	\$7.50
599-2	<b>Full Service Domestic w/Air and/or Rail Travel</b> (With lodging and/or car rental)	Trans. A	\$29.00
599-2	<b>Full Service International w/Air and/or Rail Travel</b> (With lodging and/or car rental)	Trans. A	\$40.00
599-2	<b>Full Service Domestic w/Air and/or Rail Travel</b> (With lodging and/or car rental)	Trans. B	\$10.00
599-2	<b>Full Service International w/Air and/or Rail Travel</b> (With lodging and/or car rental)	Trans. B	\$10.00
599-2	<b>Alaskan Marine Highway Booking</b> (reservation, booking and vouchering for ferry service in AK only)	Trans. B	\$20.00
599-2	<b>Full Service Dedicated Agent On-Site</b> (Domestic & International, Air, lodging and/or car rental)	Trans. A	\$38.00
599-2	<b>eTS Fulfillment Domestic or International w/o Air and/or Rail</b> (Lodging and/or rental car only)	Trans. B	\$6.00
599-2	<b>eTS Fulfillment Domestic or International w/o Air and/or Rail</b> (with lodging and/or rental car, light touch)	Trans. A	\$6.50
<b>Notes:</b>	Domestic includes travel to Canada, Mexico and Caribbean Option years: subject to the governing economic price adjustment clause Airline imposed paper ticket or pre-paid fees will be passed on to the client Fees include staff labor and management		

Section III

USTravel Pricing SIN 599-1000

Solicitation No. FBGT-RK-040001-B

SIN	Description	Transaction Unit Price
599-1000	<b>U.S. Mail Certified Delivery</b>	\$2.50
599-1000	<b>Express Delivery Domestic</b>	\$10.00
599-1000	<b>Express Delivery International</b>	Cost
599-1000	<b>Courier Delivery per Delivery</b>	\$20.00
599-1000	<b>Emergency After Hours Service Per Call</b>	\$15.00
599-1000	<b>Frequent Flyer Mileage Program Reservations with coupon</b>	\$50.00
599-1000	<b>Meeting &amp; Conference Planning Services</b>	\$50.00
599-1000	<b>Dedicated Account Management</b>	No Charge
599-1000	<b>Direct Access to On-line reporting</b>	No Charge
599-1000	<b>Automated Tracking/Refund or Unused E-Tickets</b>	No Charge
599-1000	<b>Customized/Ad Hoc Assistance</b>	No Charge
599-1000	<b>Vis and Passport Assistance</b>	No Charge
599-1000	<b>Annually Account Reviews</b>	No Charge
599-1000	<b>Credit Card Reconciliation</b>	No Charge
599-1000	<b>Custom Online Traveler Profile System</b>	No Charge

1b. Credit Card Reconciliation  
1c. N/A

2. Minimum Order: \$50

3. Maximum Order: SIN 599-2 & 599-1000: \$1,000,000 per SIN.

4. Geographic coverage: CONUS, AK, HI

5. Points of production: Please reference Catalog Cover Page for all USTravel locations.

6. Discount from list prices or statement of net price: N/A

7. Quantity discounts: N/A or negotiated depending on size of contract

8. PROMPT PAYMENT DISCOUNT: None

9a. Government purchase cards accepted below micro purchase level

9b. Government purchase cards accepted below micro purchase level

10. Foreign Items: N/A

11a. Time of delivery: 0 Days award to completion

11b/c/d.

U.S. Mail Certified Delivery	\$2.50
Express Delivery Domestic	\$10.00
Express Delivery International	Cost
Courier Delivery per Delivery	\$20.00

12. F.O.B. points: CONUS, AK, HI

13a. USTravel  
999 East Tudor Road, Suite 200  
Anchorage, AK 99503  
www. Ustravel.us

13b. Authorized users may place the order directly under the established GSA Schedule BPA when the need for the supply or service arises. Since a best value selection is made when the single BPA is established, the authorized users do not need to make a separate best value selection for each order under BPA.

14. Payment Address:

Electronic: First National Bank Alaska Routing Number 125200060

For future credit to USTravel Account Number 15138100

Checks: USTravel

Attn: Mary Licata

P.O. Box 92310

Anchorage, AK 99509-2310

15. Warranty Provision: N/A

16. Export packaging charges: N/A

17. Terms and conditions of government purchase card acceptance: N/A

18. Terms and conditions of rental, maintenance and repair: N/A

19. Terms and conditions of installation: N/A

20. Terms and conditions of repair parts: N/A

20a. Terms and conditions of any other parts: N/A

21. List of services:

599 2 Travel Agent Services: Commercial services for the provision of travel agent services which includes, but not limited to: travel arrangement, reservation, ticketing and traveler support for air, rail, lodging, car rental and ancillary services, which includes arrangement, booking, ticketing, business services, delivery services, destination services, documentation, frequent flyer and loyalty programs, help desk, international services, invoicing, reconciliation, profile management, quality control, and reporting.

599 10000 Contract Support Items: This special item number includes products and services used in direct support of the services solicited under this schedule. Typical contract support items may include photocopies of studies, survey assessment tools, publications, training materials, satellite ticket printers, courier or delivery of tickets or other documents. Specific to travel agent services, this may include customized reporting, paper ticket processing services, booking engine fees, etc. This SIN can be used in tandem with another SIN under the schedule

22. List of Participating dealers: N/A

23. Preventative maintenance: N/A

24a. Special attributes: N/A

24b. N/A

25. DUNS Number: 931280069

26. Notification regarding registration in Central Contractor Registration (CCR) database: Current through 5/05/2011.